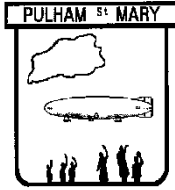


PULHAM ST MARY PARISH COUNCIL



Clerk to Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, On Tuesday, 10th Sept 2019 at 7.30 pm.

Present Cllrs Scanlan, Albon, McDaniels, Clarke and Ellam. Cllr Hudson attended as Chairman and the District Councillor.

Attendance 7 parishioners and the clerk.

- 1: To consider accepting apologies for absence:** Apologies were accepted from District/County Wilby, Cllr Burridge, Langshaw and West.
- 2: To consider declarations of interest:** Cllr Hudson will observe all planning matters considered during the meeting to enable him to make representation as the District Member. No further interest declared on matters for consideration.
- 3: To approve minutes of the last meeting 9th July 2019:** The minutes for the July parish council meeting were amended and signed by the Chairman as a correct record.

The meeting was adjourned for Item 7: Public forum - brought forward to accommodate public in attendance.

Representation by parishioners on planning application 2019/1568 were received.

Meeting readjourned for item 8; consideration of planning matters.

2019/0802 Grange Farm – Approval with conditions

2019/0910 Barn at Kemps Field – Withdrawn

2019/0983 & 4 North Green Farm, North Green Rd, 2 Storey extension - Approval requested

2019/1001 Rookery Farm, South Green, replace windows/doors. Work to roof, north, south and west elevations – Approved with conditions

2019/1034 Grange Farm, North Green Rd, outdoor riding arena - Approval with conditions

2019/1349 Orchard Barn, Garlic Street, Alteration and extension to dwelling – Approved with Conditions

New Applications

2019/1568 Land south of Norwich Rd – proposed erection of 4 dwellings

Council considered application **2019/1568** and representation made; **ACTION** Council will submit a request to refuse on highway/safety, overbearing density of the development, impact on overlooking/loss of privacy and noise/fume pollution. A note will also be made on the applicant's removal of wildlife habitation.

2019/1471 Kings Head Inn – Purchase notice received

LPA to respond to applicant on purchase order request. **ACTION** Clerk will advise the parish have previously made a market price offer and would consider pursuing if this was acceptable

2019/1692 Land North of Grange Farm – Change of use to equestrian
No objections **ACTION** Council will submit a request to consider for approval

2019/1775 April Cottage – Replace conservatory
ACTION To be circulated to planning committee and response submitted to LPA
6 members of the public left the meeting

Meeting was adjourned for second Public forum – A Cleveland proposed a suggestion on refurbishment of the pond and provided an update on The Pennoyer Centre. A request was made for consideration of support from the parish council for the Silver Sunday event being held on 6th October. This matter will be included on the October agenda.

1 member of the public left the meeting

4: To discuss matters arising from the minutes of the last meeting – for information only:

- a) **Parish website:** All news items and records have been updated on the parish website including the conclusion of the external Audit for 2018/19
- b) **Village Signs and notice boards:** The refurbishment of the notice boards has been completed.
ACTION the clerk will follow up on the work on the finger posts in the village centre and The Street/Harleston Rd
- c) **Cil improvement projects:** The footpath gates and removal of the pavilion projects are ongoing – Further projects for consideration below.
- d) **Conservation area appraisal:** The report is available on the district councils website
<https://www.south-norfolk.gov.uk/residents/planning-and-building/conservation-and-listed-buildings/conservation-area-appraisals>
This item is ongoing

5: To receive the Chairman’s Report:

The Chairman was disappointed to note that the waste bin located outside the play area has been vandalized **ACTION** Cllr Albon will salvage the unit from the pond area and council will assess the financial implications to the parish to repair/replace. The chairman expressed the council’s sympathy on the passing of Mr C Andrews, who has been a significant business man and parishioner within the village.

The success of the R34 event in July was noted **ACTION** The clerk will send letters of thanks to volunteers involved with the refurbishment of the village sign

6: To receive the County and District Councillor’s Reports:

County Cllr Wilby No report, The Hempnall Roundabout is progressing and is due for completion end November.

Cllr Hudson reported on GNLP, announcement due in the coming month and on the recent replacement of BT Cabinets, facilitating Better Broadband within the village

7: The public forum

Covered at the beginning of the meeting to accommodate public present

8: Items for Discussion/Ratification:

Planning considered following the public forum to accommodate public interest.

- **To consider maintenance at the playground** Quotation pending for the annual playground clean/paint of older equipment, moved to the October meeting. **ACTION** Councillor Albon will lead on the working party for general maintenance required at the playground.
- **To consider CIL funded projects** Council considered the clerks report on replacement of the roundabout and safety matting at the playground. **ACTION** The clerk will procure a photograph of

the preferred unit, offered by Action Play and Leisure. Removal and disposal/recycle of the current unit will be investigated.

Council considered refurbishment of the pond area but as this area is primarily a water drain point for surrounding fields this project is not considered viable at this time.

- **To consider allotment rent, costs and charges to tenants** Cllr Albon proposed holding of the annual allotment rent at £26.00 plus water, per rod plot, this was seconded by Cllr Scanlan and unanimously agreed. Additional work is required to address weed infestation on the 2 vacant plots. **ACTION** Cllr Albon/Scanlan will assess.
- **To consider grass cutting contract for 2020** Cllr McDaniel proposed acceptance of a 5.25% increase on the grass cutting contract at South green, Station Rd and St Marys Terrace and a total additional premium of £72.32 for the increased cutting area at south green, this was seconded by Cllr Scanlan and unanimously agreed. **ACTION** The clerk will procure a price for cutting around the new trees.
- **To consider Clerks achievement of CiLca and 1SCP salary scale increment.** Cllr Ellam proposed the clerks salary scale increment, in accordance with her contract, upon completion of CiLca. **ACTION** Council will consider the use of the power of competence and application for quality status, at the October meeting
- **To consider request in principle, from a parishioner, to provide and site a bench on parish land.** Council agreed to renew the Eon contract for South Green Pavilion for a further year, there is no increase in the standing charge and no electricity is currently used.
- **Feedback from the police engagement meeting** Cllr Scanlan briefed council on the police engagement meeting, held in Diss. **ACTION** The Clerk will circulate a copy of the event presentation

9: Accounts:

Presentation of the income and expenditure for August & September – Cllr Ellam signed and Cllr Clarke countersigned the receipts and payments, the accounts were unanimously agreed. The balance on the account will be £50,583.50 following the following transactions;

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : Aug				
INCOME:	Amount	Description		
	£0.00	0		
	£0.00	0		
	£0.00	0		
TOTAL INCOME	£0.00			
Cheques to be paid:				
EXPENDITURE:	Gross	VAT	Net	Description
The Pennoyer Centre	500.00	-	500.00	Donation (R34 Village Event)
G Bedwell	486.00	-	486.00	Notice Board Maintenance
BT	22.78	3.79	18.99	Phone internet to 23 8 19
Eon	54.16	2.58	51.58	Streetlights
	-	-	-	
	-	-	-	
	-	-	-	
TOTAL EXPENDITURE	£1,062.94	£6.37	£1,056.57	£1,062.94

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : Sept				
INCOME:	Amount	Description		
	£0.00	0		
	£0.00	0		
	£0.00	0		
TOTAL INCOME	£0.00			
Cheques to be paid:				
EXPENDITURE:	Gross	VAT	Net	Description
BT	21.49	3.58	17.91	Phone internet to 23/9/19
Eon	54.16	2.58	51.58	Streetlights
J Surey	30.00	-	30.00	Planter Maintenance
PKF Littlejohn LLP	240.00	-	240.00	External Audit
L Shulver	999.78	20.98	978.80	Clerks Salary July/Aug and Parish
	-	-	-	
	-	-	-	
	-	-	-	
	-	-	-	
TOTAL EXPENDITURE	£1,345.43	£27.14	£1,318.29	£1,345.43

A cheque was raised for £XX for HMRC, this transaction will be included in the Oct accounts.

10: Other Reports:

- i. **Sports & Recreation Committee** No further report.
- ii. **Tree & Footpath Wardens** Cllr Albon will commence the re-staking of the trees at South Green, to support growth.
- iii. **Sam update** Cllr Hudson provided an update on the SAM data collection.

11: To consider the date of the next Parish Council meeting: The next meeting will be held at the Pennoyer Centre on 8th October, commencing at 7.30pm.

The meeting closed at 9.30 pm

Signed:

Date:.....